	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
File Header					
Transaction Code	Mandatory	4	A/N	Unique code that identifies the file Header section of the extraction file.	Valid value: 'EXTR'
Transaction Version	Mandatory	2	N	This field is used to uniquely identify multiple occurrences of the same batch number.	Rule: The transaction version will be incremented by one according to the number of times that a given batch number has been sent. Sample Value: '01'.
County Code	Mandatory	2	A/N	Unique county code that identifies the county sending the file.	Valid value: Please see the WDTIP Reference Codes (Table: County Code, Field: County Code)
Account Code	Mandatory	10	A/N	Used for billing	Rule: Counties should send the information in the following format, subsituting their County Code for CC- V6ZCC1001P. For example, Los Angeles should send V6Z191001P.
Creation Date	Mandatory	8	Date	Indicates the date the file was created at the county system.	Valid Format: YYYYMMDD
Creation Time	Mandatory	6	Time	Indicates the time the file was created at the county system.	Valid Format: HHMMSS
Batch Number	Mandatory	4	N	Sequential number assigned by agency that together with the Transaction Version will uniquely identify the extraction file.	Rule: The batch number will be incremented by one each time a new extract file is sent. The first extract file sent should contain the value '0001'. Sample Value: '0054'
Trailer Record					Each file must contain a valid Trailer Record
Transaction Code	Mandatory	4	A/N	Unique code that identifies the file Header section of the extraction file.	Valid value: 'TRAL'
Transaction Version	Mandatory	2	N	This field is used to uniquely identify multiple occurrences of the same batch number.	Rule: The transaction version will be incremented by one according to the number of times that a given batch number has been sent. Sample Value: '01'.
County Code	Mandatory	2	A/N	Unique county code that identifies the county sending the file.	Valid value: Please see the WDTIP Reference Codes (Table: County Code, Field: County Code)
Account Code	Mandatory	10	A/N	Used for billing	Rule: Counties should send the information in the following format, subsituting their County Code for CC- V6ZCC1001P. For example, Los Angeles should send V6Z191001P.
Creation Date	Mandatory	8	Date	Indicates the date the file was created at the county system.	Valid Format: YYYYMMDD
Creation Time	Mandatory	6	Time	Indicates the time the file was created at the county system.	Valid Format: HHMMSS

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Batch Number	Mandatory	4	N	Sequential number assigned by agency that together with the Transaction Version will uniquely identify the extraction file.	Rule: The batch number will be incremented by one each time a new extract file is sent. The first extract file sent should contain the value '0001'. Sample Value: '0054'
Total Number of Records	Mandatory	10	N	Field indicates the total number of records that are contained in the extraction file.	Sample Value: '0000123456'
Record Header					
Transaction Code	Mandatory	4	A/N	Unique code that identifies the section of the extraction file.	Rule: The valid values for the Transaction Code will be included under the Rule column in the Record Header field for each transaction.
CIN ID	Mandatory/ Optional	9	A/N	The Client Index Number (CIN) is the primary key of the SIS system. The number is supplied from the data created in the Statewide Client Index (SCI).	Rule: CIN is required for C-I and C-II counties.
Case Serial Number	Mandatory	7	A/N	A unique number assigned to one or more people who are applying for (or receiving) benefits together in California. This number is assigned by the County Welfare Agency in California determining eligibility for the program benefits.	Sample Value: '1234567'
Case FBU MEDS Code	Mandatory/ Optional	1	A/N	An identifier that defines the family budget unit (or household) that an individual belongs to within a case. Individuals with the same FBU are included together for the benefit calculation for a program.	Rule: This field will be required if the county uses it to uniquely identify a case for a recipient within the county. It is also required for all non-CIN (C-III and C-IV) counties to uniquely identify the recipient.
Person Number	Mandatory/ Optional	2	A/N	A number assigned to a participant within a case that is used as a shorthand way to identify a person within a case (rather than using the CIN or other identifying number).	Rule: This field will be required if the county uses it to uniquely identify a case for a recipient within the county. This field will also be required if the county does not provide the CIN.
Aid Code	Mandatory/ Optional	2	A/N	The code defining the current Aid Type for a Program Participant.	Rule: This field will be required if the county uses it to uniquely identify a case for a recipient within the county. This field will also be required if the county does not provide the CIN.
Last name	Mandatory/ Optional	20	A/N	Recipient's last name.	Rule: This field will be required if the county does not provide the CIN.
First Name	Mandatory/ Optional	15	A/N	Recipient's first name.	Rule: This field will be required if the county does not provide the CIN.
Middle Name	Mandatory/ Optional	10	A/N	Recipient's middle name.	Rule: This field will be required if the county does not provide the CIN and the recipient has a middle name or initial.

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
SSN	Mandatory/ Optional	9	A/N	Recipient's Social Security Number.	Rule: This field will be required if the county does not provide the CIN.
Birth Date	Mandatory	8	Date	Recipient's date of birth.	Valid Format: YYYYMMDD
Gender	Mandatory/ Optional	1	A/N	Recipient's gender.	Rule: This field will be required if the county does not provide the CIN. Valid Values: 'M' (Male), 'F' (Female), 'U' (Unknown)
Caseworker ID	Optional	10	A/N	User Id of the Caseworker who maintains the case at the county system. This field will only be used to append to the rejected rows in the county's Exception File.	Sample Value: '000000B117'
Date of Birth Change					
Record Header					Rule: This transaction will use the DOB from the record header to update an individual's DOB. No record detail is required. Each Date of Birth transaction must contain 'LD01' as its Transaction Code. (See Record Header Section for rules.)
TRAC Program Participation					
Record Header					Rule: Each Program Participation transaction must contain 'LD02' as its Transaction Code.
Program Type Code	Mandatory	2	A/N	The code defining the current Program Type for a Program Participant.	Valid value: Please see the WDTIP Reference Codes (Table: Program Type Code, Field: Program Type Code) Sample Value: '03'
Aid Code	Mandatory	2	A/N	The code defining the current Aid Type for a Program Participant.	Valid value: Please see the WDTIP Reference Codes (Table: Aid Code, Field: Aid Code) Sample Value: '30'
Federal/State Only Flag	Mandatory	1	A/N	An indicator that identifies if an Aid Code impacts the Federal (TANF) or State (CalWORKS) time clocks.	Rule: County should only send a value if the Aid Code can apply differently to individual's time clocks within a case. The Aid Codes that will be rejected without an F or S value are 3E, 3U and 3H (3H only after 10/1/99) and only if the Program Type Code for the associated transaction does not equal '02'. Valid Values: N= Not Applicable, F = Federal Clock, S =
Program Effective Date	Mandatory	8	Date	This field will represent the Program Start or End Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Format: YYYYMMDD

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Program Effective Month	Mandatory/ Optional	6	Date	This field represent the Program Start or End Date. The field is required to coordinate the cycle logic used in Fresno County with other counties statewide.	Rule: This field is a mandatory field for Fresno County only. Valid Format: YYYYMM
Participant Type Code	Mandatory	1	A/N	This field indicates if the recipient is an adult or a child.	Valid Values: 'A' (Adult), 'C' (Child)
Minor Parent Flag	Optional	1	A/N	A Yes/No indicator of whether or not the person is a minor parent. Default = No.	Valid Values: 'Y' or 'N'
Case Serial Number	Mandatory	7	A/N	A unique number assigned to one or more people who are applying for (or receiving) benefits together in California. This number is assigned by the County Welfare Agency in California determining eligibility for the program benefits.	Rule: This field will be required if the county uses it to uniquely identify a case for a recipient within the county.
Case FBU MEDS Code	Mandatory/ Optional	1	A/N	A number assigned to a participant within a case that is used as a shorthand way to identify a person within a case (rather than using the CIN or other identifying number).	Rule: This field will be required if the county uses it to uniquely identify a case for a recipient within the county.
Person Number	Mandatory/ Optional	2	A/N	A number assigned to a participant within a case that is used as a shorthand way to identify a person within a case (rather than using the CIN or other identifying number).	Rule: This field will be required if the county uses it to uniquely identify a case for a recipient within the county.
Program Discontinuance Reason Code	Mandatory	3	A/N	The code defining the discontinuance reason for a Program Participant.	Rule: This field will be optional when the Program Status Code equals 'AID', and mandatory when the Program Status Code equals 'DISC'. Please see the WDTIP Reference Codes (Table: Discontinuance Reason Code, Field: Discontinuance Reason Type Code)
Program Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Program Effective Date/Month. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'
TRAC Exemption/Exception					
Record Header					Rule: Each Exemption/Exception transaction must contain 'LD09' as its Transaction Code.
Program Exception Code	Mandatory	2	A/N	The code defining the Program Exception Type that defines the Program Exception.	Valid value: Please see the WDTIP Reference Codes (Table: Program Exception Code, Field: Program Exception Code)

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Program Exception Reason Code	Mandatory	3	A/N	The code defining the Program Exception Type Reason that defines the Program Exception.	Valid value: Please see the WDTIP Reference Codes (Table: Program Exception Type Code, Field: Program Exception Type Code)
Program Exception Effective Date	Mandatory	8	Date	This field will represent the Exception Start or End Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Format: YYYYMMDD
Program Exception Effective Month	Optional	6	Date	This field will represent the Exception Start or End Date. The field is required to coordinate the cycle logic used in Fresno County with other counties statewide.	Rule: This field is a mandatory field for Fresno County only. Valid Format: YYYYMM
Program Exception Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Program Exception Effective Date/Month. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'
TRAC WTW					
Record Header					Rule: Each WTW transaction must contain 'LD03' as its Transaction Code.
Work Plan Sign Date	Mandatory	8	Date	The date when the Work Plan was signed by the participant or the participant refused to sign the Work Plan. In either case this date starts the California 18/24 month Welfare to Work clock.	Valid Format: YYYYMMDD
CalWORKS 18 Month Indicator	Mandatory	2	N	Indicates the number of months that the recipient has in the welfare to work program. The allowable values are 18 or 24 months.	Valid Values: '18', '24'
CalWORKS Extension Number	Optional	1	N	A number of months that the 18 month time period was extended beyond the initial 18 month time period. Current legislation allows this number to vary from 0-6. Default = '0'	Rule: Extensions can only be processed if the CalWORKS clock is 18 months. Extensions beyond 24 months are not possible; therefore counties should not sent an Extension Number if the CalWORKS clock indicates 24 months. Valid Values: Numbers 0 through 6.

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
WTW Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Welfare to Work data. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'
TRAC Non-CA Months Participation					
Record Header					Rule: Each Non California Months Participation transaction must contain 'LD10' as its Transaction Code.
Non California Participation Effective Date	Mandatory	8	Date	This field will represent the Non California Participation Start or End Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Format: YYYYMMDD
Non California State Code	Mandatory	2	A/N	A code identifying the State in which the non California program participation occurred.	Valid value: Please see the WDTIP Reference Codes (Table: State Code, Field: State Code)
Non California Status Code	Mandatory	4	A/N	This field indicates the proper placement of the Non California Program Effective Date. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'
TRAC Diversion Program Participation					
Record Header					Rule: Each Diversion transaction must contain 'LD05' as its Transaction Code.
Diversion Payment Date	Mandatory	8	Date	Date when diversion payment is received.	Valid Format: YYYYMMDD
Diversion Aid Code	Mandatory	2	A/N	The code defining the current Aid type for a Program Participant.	Valid value: Please see the WDTIP Reference Codes (Table: Aid Code, Field: Aid Code)
Diversion Condition Code	Mandatory	1	A/N	A status code indicating how the diversion counts in the CalWORKS clock	Valid value: Please see the WDTIP Reference Codes (Table: Diversion Condition Code, Field: Diversion Condition Code)

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
Diversion Program Type Code	Mandatory	2	AN	The code defining the current Program Type for a Program Participant.	Valid value: Please see the WDTIP Reference Codes (Table: Program Type Code, Field: Program Type Code)
Diversion Reason Code	Optional	3	A/N	The reason code for the diversion payment. It is not displayed online.	Valid value: Please see the WDTIP Reference Codes (Table: Diversion Reason Code, Field: Diversion Reason Code)
Diversion Amount	Mandatory	7,2	N	The amount of a diversion payment.	Sample Value: '000456700'
Diversion Start Month	Mandatory	6	Date	The first month that the diversion payment overrides aid.	Valid Format: YYYYMM
Diversion End Month	Mandatory	6	Date	The effective ending month that the diversion payment overrides aid.	Valid Format: YYYYMM
Diversion Needs Flag	Mandatory	1	A/N	A Yes/No flag indicating whether or not the diversion payment exceeds four months. Default = No.	Valid Values: 'Y' (Yes), 'N' (No)
Diversion Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Diversion period. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'
TRAC Supportive Services Only					
Record Header					Rule: Each Supportive Services transaction must contain 'LD06' as its Transaction Code.
Supportive Services Reason Code	Mandatory	2	A/N	A code indicating the type of supportive services the individual is receiving.	Valid value: Please see the WDTIP Reference Codes (Table: Supportive Services Reason Code, Field: Supportive Services Reason Code)
Supportive Services Effective Month	Mandatory	6	Date	The effective month which the individual received supportive services.	Valid Format: YYYYMM
Supportive Services Employment Status	Mandatory	1	A/N	A Yes/No flag indicating if the individual is currently employed.	Valid Values: 'Y' = Yes, 'N' = No
Supportive Services Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Supportive Services period. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'

	Mandatory/ Optional	Data Length	Data Type	Definition	Rule
TRAC Child Support Reimbursement					
Record Header					Rule: Each Child Support Reimbursement transaction must contain 'LD08' as its Transaction Code.
Child Support Effective Month	Mandatory	6	Date	The effective month that the child support collection was made and which will not be included in calculating time clocks.	Valid Format: YYYYMM
Child Support Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Child Support Reimbursement period. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'
TRAC Under 10 Grant					
Record Header					Rule: Each Under $10 Grant transaction must contain 'LD07' as its Transaction Code.
Under 10 Grant Effective Month	Mandatory	6	Date	The effective month when an Under $10 Grant was paid.	Valid Format: YYYYMM
Under 10 Grant Status Code	Mandatory	4	A/N	This field indicates the proper placement of a Under $10 Grant payment. For further explanation on the logic applied to this field, please see the Extraction File Overview subsection of the Developer Notes section of the External Developers Guide.	Valid Values: 'AID', 'DISC'